

PPB 72-0986

6 July 1972

MEMORANDUM OF UNDERSTANDING

SUBJECT: CIA CIRIS Data Submission

The following procedures will be followed by O/PPB in preparing and submitting CIRIS data:

a. FY 74 Form 2812 data (Spring submission) -- TOA figures only will be submitted initially based on the DCI's Program decisions. FY 74 data broken out by object class will be submitted as soon as possible after 28 August, the time at which the data will be available in O/PPB.

b. Form 2812a data:

- (1) "Civilian Pay" and "Other O&M" will be lumped together.
- (2) "Investment" will normally not be spread but will be treated as a single entry (targeted or untargeted as appropriate).
- (3) The subject entry "PESML" can be used whenever a more detailed breakout is not meaningful.

c. In order to improve the accuracy and uniformity of the data and reduce the burden on the directorates, O/PPB will coordinate or perform a substantial portion of the data preparation. It will utilize Congressional budget submission data as amplified by specific data submissions from the reporting entities. For example, the basic inputs from many offices will consist of breakouts of personnel (and external research in some cases) against geographic and subject targets. The small number of reporting entities which have complex data patterns will receive individual treatment.

d. CIRIS data will be submitted to the Data Support Group, IC, as they become available rather than wait until the submission dates which have been requested.

e. O/PPB will provide consultative support to the Data Support Group effort to develop FY 74 (Program Year) 2812a data by extrapolation from the FY 73 data and drawing on O/PPB knowledge of resource changes.



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